

~~CONFIDENTIAL~~

83-0317

DD/A Registry

83-0445

OC M83-108

17 JUL 1983

MEMORANDUM FOR: Director of Personnel  
THROUGH: Deputy Director for Administration  
FROM: William F. Donnelly [redacted]  
Director of Communications  
SUBJECT: Request for Approval to Publish a Special  
Vacancy Notice [redacted]  
REFERENCE: Current Vacancy Notice [redacted]

1-2

25X1

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As you are aware, this Office has increased its efforts to recruit external applicants for its Telecommunications Specialist training course to meet what we perceive is a projected shortage in the near future. At the same time, we believe we must also increase our efforts to attract internal applicants for this training to supplement our external recruiting. Traditionally, this internal source of trainees has been a fairly consistent, but small one compared to the overall total. Nonetheless, we believe there is a sizeable reservoir of potential internal applicants and if some effective advertising is done, we can increase the number from this source significantly. Unfortunately, the current vacancy notice system with its space limitations does not permit the type of advertisement that would attract and encourage internal applicants. For this reason, we propose that the special vacancy notice attached be issued on an experimental basis to all Agency components to overcome the problems with the automated system. Therefore, and if you approve this experiment, we will arrange the printing of this special notice and its distribution [redacted]

25X1

William F. Donnelly [redacted]

25X1

Attachment:  
As Stated

25X1

25X1

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SUBJECT: Request for Approval to Publish a Special Vacancy  
Notice

25X1

CONCUR:

Henry E. Fitzwater

Deputy Director for Administration  
Henry E. Fitzwater

17 FEB 1983

Date

APPROVED:

75/ James N. G.

23 FEB 1983

Director of Personnel

Date

Distribution:

Orig. & 1 - Addressee  
2 - DDA  
1 - D/CO

**Page Denied**